



CANNON BUILDING
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STATE OF DELAWARE
DEPARTMENT OF STATE
DIVISION OF PROFESSIONAL REGULATION

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PUBLIC MEETING NOTICE:	Delaware Board of Funeral Services
DATE AND TIME:	Wednesday, January 26, 2011 at 10:00 a.m.
PLACE:	861 Silver Lake Boulevard, Dover, Delaware Conference Room B , second floor of the Cannon Building

AGENDA

(Amended items are indicated by an asterisk*)

- 1.0 Call to Order
- 2.0 Review and Approval of Minutes
 - 2.1 Meeting Minutes October 27, 2010
- 3.0 Unfinished Business
 - 3.1 Sign Board Order – Trader Hearing (Levy, Chandler, Byrd)
 - 3.2 Strategic Planning – Develop a New Strategic Plan
 - 3.3 Rules and Regulations (Progress Report from Legislative Subcommittee)
 - 3.4 State Funeral LRR Exam (Update from Ms. Urbaniak)
 - 3.5 Review of Deficient Audit Submissions
 - 3.5.1 Matthew J. Genereux (late, no certificates)
 - 3.5.2 John M. Holloway (no certificate)
 - 3.5.3 S. Keith Parsell (1.0 CE short)
 - 3.5.4 Christopher Schulze (no response)
 - 3.5.5 Harvey Torbert Williamson (late, over 65)
- 4.0 New Business
 - 4.1 Approval of Licensure Ratification – None
 - 4.2 Review of Application for Funeral Director Licensure by Reciprocity
 - 4.2.1 Catherine Kelly
 - 4.3 Review of Funeral Intern Report
 - 4.3.1 Michael M. Platt – 2nd Quarterly Report
 - 4.4 Request From Robert O. Wright to Attend the Annual Meeting of The Conference, March 3-4, 2011*
- 5.0 Complaint Status
- 6.0 Other Business before the Board (for discussion only)
- 7.0 Public Comment

8.0 Next Meeting – March 30, 2011 at 10:00 a.m.

9.0 Adjournment

Please Take Note: To assure consideration of an application at a meeting, the Board office must receive all of these items no later than 4:30 p.m. ten full working days before the meeting date:

- Completed, signed and notarized application form,
- Fee payment, and
- All required documentation.

A final amended agenda will be published to reflect any items received after the original agenda is posted.

Unforeseen circumstances may result in a meeting being cancelled due to a lack of quorum.

Pursuant to 29 Delaware Code, Section 10004(e)(2), the Board shall pre-announce or pre-publish all Executive Sessions; however, such agenda shall be subject to change to include additional items including Executive Sessions which arise at the time of the body's meeting.

MEMBERS: PLEASE CALL THE BOARD OFFICE AT 302-744-4500 OR EMAIL customerservice.dpr@state.de.us IMMEDIATELY IF YOU CANNOT ATTEND THE MEETING. THANK YOU.